

1. I HAVE BEEN INVITED TO BRIEF YOU ON THE STATUS OF WOMEN IN THE AGENCY AND WHAT WE ARE DOING ABOUT IT. I THINK I CAN PROVE TO YOU THAT OUR PROGRESS HASN'T BEEN TOO SWIFT.

2. IN 1955 WOMEN REPRESENTED 42% OF THE AGENCY WORK FORCE. THIS FIGURE DROPPED TO 34% IN 1965 AND TODAY WOMEN REPRESENT 32% OF THE AGENCY.

3. IN ADDITION TO HAVING FEWER WOMEN IN TOTAL, WE HAVE FEWER WOMEN PROFESSIONALS. IN 1967 16% OF THE PROFESSIONALS IN THE AGENCY WERE WOMEN. THIS FIGURE DROPPED TO 14% IN 1971 AND WAS AT 15% IN MARCH OF THIS YEAR.

4. THE AVERAGE GRADE FOR WOMEN IN THE AGENCY IS GS-7.4 COMPARED TO GS-11.6 FOR MEN.

5. 64% OF THE WOMEN IN THE AGENCY ARE GS-7 OR BELOW. 31% ARE IN GRADES GS-8 THROUGH 12, AND 5% ARE GS-13 AND ABOVE.

6. THE GRADE PROFILES SHOW THAT THE DDO HAS THE HIGHEST PERCENTAGE OF WOMEN WITH 39% AND THE DDI HAS THE HIGHEST AVERAGE GRADE AT GS-8.

7. IF WE COMPARE THE AGENCY WITH STATE, USIA, NSA, AND AEC WE FIND THE STATE DEPARTMENT HAS 34.2% WOMEN WITH AN AVERAGE GRADE OF GS-8.7; USIA HAS 35.2% WOMEN WITH AN AVERAGE GRADE OF GS-7.8; NSA HAS 28.3% WOMEN WITH AN AVERAGE GRADE OF GS-7.7; AND AEC HAS 31.5% WOMEN WITH AN AVERAGE GRADE OF GS-6.2. IN COMPARISON WITH THESE AGENCIES WE ARE NEXT TO THE BOTTOM IN AVERAGE GRADE AND IN THE MIDDLE ON PERCENTAGE OF WOMEN.

8. AT THE RATE WE ARE HIRING WOMEN PROFESSIONALS THIS PICTURE WON'T IMPROVE.

-- IN FY 73 16% OF THE NEW EMPLOYEES GS-7 AND UP WERE WOMEN.

-- IN FY 74 THIS FIGURE DROPPED TO 14%. OF THE 46 WOMEN HIRED IN FY 74, 22 WERE GS-7; 10 WERE GS-8; 9 WERE GS-9; 1 WAS GS-10; 3 WERE GS-11; AND THERE WAS 1 GS-13. 22 OF THE NEW HIRES WENT TO THE DDI, 8 TO THE DDO, 6 TO THE DDS&T, 6 TO THE CTP, AND 4 TO THE DDA. YOU CAN SAY THIS ANOTHER WAY: THE DDI HIRES ALMOST TWO WOMEN A MONTH, THE DDO HIRES 1 1/2 A MONTH, THE S&T AND THE CTP HIRE A WOMAN EVERY TWO MONTHS AND THE DDA HIRES A WOMAN EVERY THREE MONTHS.

9. ONE OF THE MOST COMMON EXCUSES FOR NOT HIRING WOMEN PROFESSIONALS IS THAT THEY DON'T STAY LONG ENOUGH TO REPAY THE TRAINING INVESTMENT. WE DON'T FEEL THIS IS TRUE.

- A RECENT STUDY SHOWS THAT 13% OF THE MALE EMPLOYEES AND 18% OF THE FEMALE EMPLOYEES LEFT THE AGENCY DURING CY 1973.
- THE FIGURES FOR INVOLUNTARY SEPARATIONS INCLUDE PEOPLE WHO OPTED FOR DISCONTINUED SERVICE SO THIS ISN'T A TRUE INVOLUNTARY FIGURE AND THIS ALSO DISTORTS THE RETIREMENT FIGURE.
- WE DON'T REALLY HAVE AN EXPLANATION FOR THE DIFFERENCE BETWEEN THE NUMBER OF MEN WHO RETIRE AND THE NUMBER OF WOMEN WHO RETIRE. A QUICK LOOK AT THE RETIREMENT STATISTICS FOR FY 74 SHOWS THAT ONLY 7% OF THE CIARDS VOLUNTARY RETIREMENTS WERE WOMEN WHILE 30% OF THE CIVIL SERVICE DISCONTINUED SERVICE RETIREMENTS WERE WOMEN. FEWER WOMEN THAN MEN SERVE OVERSEAS SO IT FOLLOWS THAT FEWER WOMEN QUALIFY FOR CIARDS.
- THE PERCENTAGE OF WOMEN LEAVING THE AGENCY VOLUNTARILY IS MUCH HIGHER THAN FOR MEN. LETS LOOK FIRST AT THE CATEGORIES AND THEN AT THE REASONS. NINETY PERCENT OF THE FEMALES WHO VOLUNTARILY LEFT THE AGENCY IN 1973 WERE CLERICAL. THIS REPRESENTS A 16% LOSS IN CLERICALS.

-- THERE IS A DRAMATIC DIFFERENCE BETWEEN THE PERCENTAGE OF MEN AND WOMEN PROFESSIONALS WHO LEFT IN 1973.

IF YOU LOOK AT THESE FIGURES IN TERMS OF THE TOTAL POPULATION THERE IS VERY LITTLE DIFFERENCE. ON THIS BASIS WE FEEL WE CAN REFUTE THE CHARGE THAT WOMEN LEAVE FASTER THAN MEN.

-- IF WE LOOK AT THE REASONS PROFESSIONAL PERSONNEL LEAVE WE SEE THAT MOST MEN LEAVE FOR JOB RELATED REASONS AND MOST WOMEN LEAVE FOR FAMILY REASONS. THE PERCENTAGE OF WOMEN WHO LEAVE FOR FAMILY AND JOB REASONS IS JUST ABOUT EQUAL TO THE PERCENTAGE OF MEN WHO LEAVE FOR JOB REASONS ALONE.

-- IN THE CLERICAL CATEGORY THE HIGHEST PERCENTAGE OF VOLUNTARY SEPARATIONS IS THE MALES WHO LEAVE FOR JOB REASONS. OUR PERCENTAGE OF MALE CLERICALS IS NOT VERY HIGH AND I ASSUME THIS IS WHY -- THEY WON'T STAY IN CLERICAL JOBS.

-- YOU WILL RECALL THAT 90% OF THE WOMEN WHO LEFT IN 1973 WERE CLERICAL. THIS MEANS THEY WERE PROBABLY IN THE 5 to 7 RANGE. WITH LITTLE PROSPECT FOR PROMOTION THEY ARE FINDING THAT THEY CAN NO LONGER AFFORD TO WORK AND PAY FOR CHILD CARE AND THUS THEIR REASON FOR LEAVING IS FAMILY RELATED.

10. FOLLOWING OUR THEORY ON TRAINING AND EXPERIENCE  
*they can compete successfully for higher grades*  
LETS LOOK AT THE TRAINING RECORD.

11. THE PANEL TAKES GREAT SATISFACTION IN NOTING THE INCREASED NUMBER OF WOMEN IN THE MID-CAREER COURSE. BETWEEN JANUARY 1971 AND JUNE 1974 ONLY 5 PERCENT OF THE MID-CAREER STUDENTS WERE WOMEN. THE LAST CLASS HAD \_\_\_\_ PERCENT OF WOMEN AND THIS CLASS HAS \_\_\_\_ PERCENT WOMEN.

12. WOMEN DO MUCH BETTER IN THE INTELLIGENCE AND WORLD AFFAIRS COURSE. 20 PERCENT OF THE STUDENTS WERE WOMEN REPRESENTING

STATINTEL

13. MORE WOMEN ATTEND THE FUNDAMENTALS OF SUPERVISION AND MANAGEMENT THAN ANY OTHER CORE COURSE. FOR THE PERIOD 1 JANUARY 1971 TO MARCH 1974 WOMEN WERE 24% OF THE TOTAL ENROLLMENT. ON THE AVERAGE WOMEN ATTENDING THIS COURSE WERE LOWER IN GRADE THAN THE MEN, AND TENDED TO BE YOUNGER AND HAVE LESS AGENCY SERVICE. ONE WOULD ASSUME FROM THE DATA THAT WOMEN WERE ASSIGNED SUPERVISORY RESPONSIBILITIES EARLIER IN THEIR CAREERS, AT LOWER GRADE AND YOUNGER AGES THAN MEN. THE FACT IS THAT LESS THAN 5% OF THE SUPERVISORY POSITIONS GS-12 AND ABOVE ARE FILLED BY WOMEN.

14. THE MANAGERIAL GRID IS NOT SUCH A GOOD RECORD -- ONLY 8% OF THE STUDENTS FOR THE PERIOD JANUARY 1971 TO MARCH 1974 WERE WOMEN.

15. THE PERCENTAGE FOR THE ADVANCE INTELLIGENCE SEMINAR IS THE SAME -- 8%. YOU WILL NOTE THAT THE PERCENTAGE OF FEMALE ELIGIBLES ATTENDING THIS COURSE IS MUCH HIGHER THAN THE PERCENTAGE OF MALE ELIGIBLES ATTENDING. THIS IS BECAUSE THERE IS A GRADE LIMITATION *which this time means* OF GS-13 AND 40% OF AGENCY MALES ARE GS-13 AND ABOVE COMPARED TO 4% OF AGENCY FEMALES GS-13 AND ABOVE.

16. ONLY ONE PERCENT OF THE STUDENTS IN THE SENIOR SEMINAR HAVE BEEN WOMEN. IN ACTUAL NUMBERS THIS TRANSLATES TO ONE. THIS COURSE IS DESIGNED FOR OFFICERS WHO ARE AT LEAST GRADE GS-15 AND PREFERABLY GS-16 AND ABOVE WHO ARE LIKELY TO ATTAIN HIGHER RESPONSIBILITIES. TWELVE PERCENT OF THE AGENCY MALES MEET THE GRADE CRITERIA AND .004 PERCENT OF THE WOMEN ARE IN THIS GRADE GROUP.

17. A STUDY OF THE PROMOTION STATISTICS FOR FISCAL YEAR 74 SHOWS THAT WOMEN ARE OLDER AT EACH GRADE AND SPEND LONGER TIME IN GRADE THAN THE MEN. FOR EXAMPLE WOMEN PROMOTED TO 15 DURING FY 74 ON THE AVERAGE WERE

SIX YEARS OLDER AND IN GRADE THREE YEARS LONGER THAN THE MEN. THE ONLY GRADE WHERE THE TIME IN GRADE WAS THE SAME WAS FOR THOSE PROMOTED TO GS-12, EACH AVERAGED 40 MONTHS IN GRADE.

18. I MENTIONED EARLIER THAT LESS THAN 5% OF THE SUPERVISORY JOBS GS-12 AND ABOVE WERE FILLED BY WOMEN.

19. THERE ARE NO WOMEN SUPERVISORS IN THE FRONT OFFICES OF ANY OF THE FOUR DIRECTORATES.

20. IN EACH DIRECTORATE THERE ARE OFFICES WHICH HAVE NO WOMEN SUPERVISORS GS-12 OR ABOVE.

-- IN THE DDA, THERE ARE NO WOMEN SUPERVISORS 12 OR ABOVE IN THE OFFICE OF MEDICAL SERVICES.

-- IN THE DDO, PLANS STAFF AND DIVISION D HAVE NO WOMEN SUPERVISORS 12 OR ABOVE.

-- IN THE DD/S&T, THERE ARE NO WOMEN SUPERVISORS IN OEL, ORD, OSA OR OTS.

-- DDI HAS NO WOMEN SUPERVISORS IN IAS OR IRS.

21. THE WOMEN'S PANEL HAS BEEN WORKING ON THE THEORY THAT IF WOMEN HAVE THE OPPORTUNITY TO ATTEND THE SENIOR TRAINING COURSES AND TO GAIN EXPERIENCE IN RESPONSIBLE JOBS THAT THEY CAN COMPETE SUCCESSFULLY FOR PROMOTION TO THE SENIOR GRADES. WE BELIEVE THAT IF THE FIGURES ON

TRAINING AND SUPERVISORY POSITIONS IMPROVE THAT THERE WILL BE A CORRESPONDING INCREASE IN THE PROMOTION RATES.

22. IN SUMMARY - OVER THE PAST 19 YEARS WOMEN HAVE LOST GROUND AS A PERCENTAGE OF THE TOTAL AGENCY AND AS A PERCENTAGE OF AGENCY PROFESSIONAL PERSONNEL. WOMEN ARE NOT BEING ENROLLED IN THE CORE TRAINING COURSES, LESS THAN 5% OF THE SUPERVISORY JOBS GS-12 AND ABOVE ARE FILLED BY WOMEN, IT TAKES LONGER FOR WOMEN TO GET PROMOTED AND WE ARE HIRING FEWER PROFESSIONAL WOMEN. ON THE BRIGHT SIDE HOWEVER, THE AVERAGE GRADE FOR WOMEN HAS RISEN FROM 6.3 TO 7.4.

WHAT ARE WE DOING TO IMPROVE THE STATUS OF WOMEN IN THE AGENCY?

23. WE HAVE THE WOMEN'S ADVISORY PANEL WHICH WAS ORGANIZED IN MAY 1973 TO STUDY THE STATUS OF WOMEN IN THE AGENCY AND TO MAKE RECOMMENDATIONS FOR IMPROVEMENT. THE PANEL IS COMPOSED OF SENIOR, JUNIOR AND CLERICAL REPRESENTATIVES FROM EACH DIRECTORATE. THEY ARE CONDUCTING STUDIES WHICH PROVIDE THE INFORMATION I HAVE JUST GIVEN YOU.

24. THESE STUDIES ARE BASED ON MASSES OF STATISTICAL INFORMATION PROVIDED BY THE OFFICE OF PERSONNEL AND OJCS.



FOR EXAMPLE, ON A MONTHLY BASIS WE RECEIVE A REPORT ON THE GRADE DISTRIBUTION BY DIRECTORATE BY SEX, LISTS OF WOMEN WHO HAVE SEPARATED FROM THE AGENCY, RECRUITING INFORMATION AND NEW EOD's. SEMI-ANNUALLY WE GET A REPORT SHOWING THE AGE, SEX, AND GRADE DISTRIBUTION. WE HAVE COMPUTER PROGRAMS WHICH PROVIDE GRADE AND SEX PROFILES BY DIRECTORATE AND BY OFFICE, A PROMOTION STUDY SHOWING AVERAGE TIME IN GRADE AND A STUDY ON EDUCATIONAL LEVELS.

25. ~~WHAT ARE WE DOING TO IMPROVE THE STATUS OF WOMEN IN THE AGENCY?~~ WE HAVE PROVIDED LISTS OF PERSONNEL WITH COLLEGE DEGREES WHO ARE IN NON-PROFESSIONAL JOBS TO EACH DEPUTY DIRECTOR THROUGH THE MANAGEMENT COMMITTEE. WE HAVE REQUESTED THAT ACTION BE TAKEN TO MOVE THESE EMPLOYEES INTO PROPER POSITIONS AND IT IS OUR<sup>8</sup> INTENT TO FOLLOW UP ON THIS PROBLEM REGULARLY.

26. WE HAVEN'T COMPLETED THE ANALYSIS OF ~~THIS~~ INFORMATION *ON Educational levels* BUT WE HAVE STARTED BECAUSE IT IS ALL ONE CAREER SERVICE SO *ON THE DDO* THE MATERIAL IS EASIER TO HANDLE.

27. THE DO HAS 184 EMPLOYEES GS-4 THROUGH 8 WITH *Bachelor* COLLEGE DEGREES:

- 41 ARE CLASSIFIED AS SECRETARY STENOS
- 39 ARE INTEL OPS RESEARCH ASSTS
- 35 ARE INTEL OPS RESEARCH ANALYSTS
- 24 ARE CLERK TYPISTS
- 14 ARE OPS SUPPORT ASSTS
- 13 ARE INTEL OPS RESEARCH C-T's

28. THEIR DEGREE FIELDS DIFFER WITH ~~THE MAJORITY~~ *61 having degrees* IN SEVEN DIFFERENT LANGUAGE/AREA STUDIES ~~-61~~. THE NEXT MOST FREQUENT DEGREE FIELD IS HISTORY WITH 32. THE REST RANGE FROM POLITICAL SCIENCE AND BUSINESS TO MUSIC AND HOME ECONOMICS.

29. AS ANOTHER PART OF OUR EFFORT TO IMPROVE THE STATUS OF WOMEN ALREADY ON BOARD, WE ARE REVIEWING THE ANNUAL PERSONNEL PLAN AND THE PROFESSIONAL DEVELOPMENT PLANS FOR EACH DIRECTORATE. WE WILL PAY PARTICULAR ATTENTION TO THE PROJECTIONS FOR TRAINING, ASSIGNMENT AND PROMOTIONS FOR WOMEN.

30. WE INTEND TO LOOK MUCH MORE CAREFULLY AT RECRUITMENT EFFORTS AND THE REJECTS OF FEMALE PROFESSIONAL APPLICANTS.

31. TOM AND I ARE SUPPOSED TO ATTEND THE TRAINING SELECTION BOARD BUT SOMEHOW WE FAILED TO GET INVITED TO THE AUGUST MEETING. IT IS NOT CLEAR HOW MUCH GOOD WE

COULD HAVE DONE FOR BLACKS AND WOMEN BECAUSE ONLY ONE BLACK AND TWO WOMEN WERE NOMINATED TO ATTEND A SENIOR OFFICER SCHOOL. ONE OF THE FEMALE CANDIDATES WILL ATTEND THE BROOKINGS INSTITUTE, AND THE OTHER ONE IS THE FIRST ALTERNATE FOR HARVARD MANAGEMENT DEVELOPMENT. THE BLACK IS THE SECOND ALTERNATE FOR THE ARMED FORCES STAFF COLLEGE IN AUGUST 1975. UNLESS THE DIRECTORATES NOMINATE WOMEN AND BLACKS TO ATTEND THE SENIOR SCHOOLS, THEY CAN'T VERY WELL BE SELECTED BY THE TSB.

HERE ARE SOME EXAMPLES FROM AN ONGOING STUDY OF JOB CLASSIFICATIONS:

			No. of Women	Average Grade for Women	STATINTL STATINTL
Ops Officer	7-18		180	11.8	
Reports Officer	9-14		97	10.8	
Requirements Officer	10-15		7	11.5	
IO General	8-18		88	11.5	
Personnel Officer	11-17		38	11.6	
Personnel Assistant	7-9		47	7.7	
Admin Officer	6-9		106	7.6	
Admin Officer Exec	9-18		10	11	
Finance Officer	11-15		12	11.5	
Finance Assistant	7-9		23	7.7	

32. OUR CHANCES OF IMPROVING THE STATUS OF WOMEN ARE NOT VERY GOOD UNTIL WE CAN CHANGE ATTITUDES. WE HAVE TO CHANGE ATTITUDES ON THE PART OF PEOPLE WHO MAKE PERSONNEL DECISIONS. THEY HAVE TO BE CONVINCED THAT WOMEN CAN DO RESPONSIBLE JOBS AND WE HAVE TO CONVINC THE WOMEN THAT THEY CAN HANDLE RESPONSIBLE JOBS.